



*Where Quality Is A Lifestyle*

September 21, 2012

**PROPOSAL #P852**

Gentlemen:

Fayette County, Georgia is seeking proposals from qualified contractors for the purchase and installation of sports lighting in Fayette County Parks. You are invited to submit a proposal in accordance with the specifications and information contained herein. All required information shall be included with your proposal. Any exceptions to the specifications shall be listed in the space provided.

A pre-proposal conference will be held at 2:00 p.m. on Tuesday, October 2, 2012 at Fayette County McCurry Park (Pavilion), 150 McDonough Road in Fayetteville, GA. All companies and interested parties are invited and strongly urged to attend. This will be the opportunity to voice all questions, concerns and comments about this request for proposal and have them addressed. It is important that you attend.

All questions and inquires concerning this request for proposals or the specifications shall be addressed in writing to Trina C. Barwicks, Contract Administrator of Purchasing, 140 Stonewall Avenue West, Suite 101 in Fayetteville, Georgia 30214 from 8:00 a.m. to 5:00 p.m. The telephone number is (770) 305-5420, Fax: (770) 719-5515 and/or Email Address: [tbarwicks@fayettecountyga.gov](mailto:tbarwicks@fayettecountyga.gov). Deadline for all questions is 10:00a.m., Friday, October 5, 2012. Any deviations from this procedure for questions or information pertaining to this request for proposal may result in your proposal being rejected.

Your proposal should be on the attached pricing sheet. All prices shall be F.O.B. Destination, Fayette County. Be sure to include the proposal number and reference along with your company's name and address on the sealed envelope in which the proposal is returned.

PROPOSAL MUST BE SUBMITTED TO:  
FAYETTE COUNTY PURCHASING DEPARTMENT  
140 STONEWALL AVENUE WEST, SUITE 101  
FAYETTEVILLE, GEORGIA 30214  
PROPOSAL #P852  
REFERENCE: SPORTS LIGHTING

Proposals will be received at the above address until 3:00 p.m. Thursday, October 11, 2012 in the **Purchasing Department, Suite 101**. Proposals will be opened at approximately 3:00 p.m., October 11, 2012 and the names of the companies that responded will be read. Proposals must be signed to be considered. Late proposals will not be considered. Faxed/Emailed proposals will not be considered.

If this request for proposal is downloaded from our web site, it is the responsibility of the individual or company that downloads this request for proposal to continue to check the Fayette County web site for any addenda that might come out for this request for proposal and are posted on the Fayette County web site. Fayette County shall not be responsible for any information that any individual or company fails to get in an addendum that is posted on the Fayette County web site but is not downloaded. However, if the Fayette County Purchasing Department mails the request for proposal to a company or individual, we will keep a record of who we mailed that request for proposal to and all addenda for that request for proposal will also be mailed to those companies or individuals.

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**Note: The name of the companies that respond to this request for proposals will be posted on the Fayette County website within 3 business days after the proposal opening.**

**There is no set time for an award to be made, as the proposals have to be evaluated, some presentations may be required, and a recommendation has to be prepared and then scheduled to go before the Board of Commissioners for consideration by the Board. If an award is not made within 60 days of the proposal opening, an update will be posted on the Fayette County website.**

**If the Board awards this proposal, once everything has been received by that company and the award has been completed, that information will also be posted on the Fayette County website. Please keep this procedure in mind.**

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**If you do not submit a proposal, please indicate in writing your reason(s) why and return that information to the Purchasing Department. Failure to do so may cause your company's name to be removed from the bidders list, as the information is needed for our files.**

The County reserves the right to reject or accept any or all proposals and to waive technicalities, Informalities and minor irregularities in proposals received.

Sincerely,



Ted L. Burgess  
Director of Purchasing

TLB/tcb

## GENERAL TERMS AND CONDITIONS

1. **Definitions:** The term "contractor" as used herein and elsewhere in the Terms and Conditions shall be used synonymously with the term "successful offeror." The term "county" shall mean Fayette County, Georgia.
2. **Preparation of Offers:** It shall be the responsibility of the offeror to examine specifications, scope of work, and all instructions that are part of this request for proposal. Failure to observe any of the instructions or conditions in this request for proposal may result in rejection of the offer.

All of the specifications and information contained in this request for proposal, unless specifically excepted in writing by the offeror and such exceptions being included with the offer, will form the basis of the contract between the successful offeror and the county. The offeror should take care to answer all questions and provide all requested information.

3. **Submission of Offers:** Offerors must submit their proposal, along with any amendments issued by the county, in a sealed opaque envelope with the following information written on the outside of the envelope:
  - a. The offeror's company name,
  - b. The Request For Proposals (RFP) number, which can be found in the cover letter to the request for proposals document or on the web site, and
  - c. The "reference" which identifies the proposal, which can be found in the cover letter or the web site.

Mail or deliver one (1) unbound original bid (paperclip or binder clip acceptable), signed in ink by a company official authorized to make a legal and binding offer, and three (3) copies, to:

Fayette County Government  
Purchasing Department  
140 Stonewall Avenue West, Suite 101  
Fayetteville, GA 30214

Attention: Contracts Administrator

4. **Timely Receipt:** Offers not received by the time and date of the scheduled proposal opening will not be considered, unless the delay is a result of action or inaction of the county.
5. **Open Offer:** The offer, once submitted and opened, shall remain open for acceptance for a period of at least ninety days from the date of the opening unless this time-frame is specifically excepted to in your offer.
6. **Corrections or Withdrawals:** The offeror may correct a mistake, or withdraw a proposal before the proposal opening date by sending written notification to the Director of Purchasing. Proposals may be withdrawn after the opening only with written authorization from the Director of Purchasing.

The county reserves the right to waive any defect or irregularity in any proposal received.

In case of discrepancy between the unit price and the extended or total price, the unit price shall prevail.

7. **Evaluation of Offers:** The evaluation of offers and the determination as to acceptability of services offered shall be the responsibility of the county. Accordingly, to insure that sufficient information is available, the offeror may be required to submit literature, samples, or other information prior to award.

8. **Partial Award:** The county reserves the right to make award by field, by group of fields, by any combination of fields, or by lump sum award. The award will be made in the best interest of the county. Respondents may restrict their proposals to consideration of a lump sum award or other restriction only by so indicating on the pricing sheet or the "Exceptions to Specifications" sheet included in the request for proposals. Respondents who do not restrict consideration of their proposal in this manner shall be expected to accept any portion of the proposal awarded.
9. **Non-Collusion:** By responding to this request for proposals, the offeror shall be deemed to have represented and warranted that the proposal is not made in connection with any other offeror submitting a separate response to this request for proposals, and is in all respects fair and without collusion or fraud.
10. **Ability To Perform:** The offeror may be required, upon request, to provide to the satisfaction of the county that he/she has the skill, experience and the necessary facilities, as well as sufficient financial and human resources, to perform the contract in a satisfactory manner and within the required time. If the available evidence is not satisfactory to the county, the county may reject the offer.
11. **Notice to Proceed:** The County shall not be liable for payment of any work done or any costs incurred by any offeror prior to the county issuing a written notice to proceed
12. **Patent Indemnity:** The contractor guarantees to save the county, its agents, officers, or employees harmless from liability of any kind for use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, for which the contractor is not the patentee, assignee or licensee.
13. **Non-Assignment:** Assignment of any contract resulting from this request for proposal will not be authorized.

#### **SPECIAL TERMS AND CONDITIONS**

1. **Site Conditions:** Offerors are urged to visit the site to familiarize themselves with site conditions. Upon submission of an offer, it is understood that the offeror is acknowledging his acceptance of all site conditions.
2. **Arrears:** Proposals will not be accepted from any person, firm, or corporation who is in arrears in any debt or obligation to the county.
3. **Bid Bond:** If your bid is over \$100,000 you must include a bid bond equal to five percent (5%) of the total amount bid. Bid bonds shall be provided by a surety which appears on Georgia's list of approved sureties administered by the State Insurance Commissioner, or the U.S. Treasury's list of approved bond sureties (Circular 570).
4. **Performance and Payment Bonds:** Bids shall include a letter stating that the bidder can and will provide performance and payment bonds, each equal to 100 percent of the contract value, upon being awarded the contract. Prior to execution of any contract with total value over \$100,000, the successful bidder shall submit the bonds to the county, provided by a surety which appears on Georgia's list of approved sureties administered by the State Insurance Commissioner, or the U.S. Treasury's list of approved bond sureties (Circular 570).
5. **Insurance:** The successful offeror shall, without expense to the county, carry the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits set forth as follows:
  - **General Liability Insurance** \$1,000,000 combined single limit per occurrence, including bodily and personal injury, destruction of property, and contractual liability.



- **Automobile Liability Insurance:** \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
- **Worker's Compensation:** Workers Compensation as required by Georgia statute

A copy of the certificate of insurance should be submitted with your offer. No award will be made until proof of the insurance coverage is submitted. The certificate shall list an additional insured as follows

Fayette County Board of Commissioners  
140 Stonewall Avenue West  
Fayetteville, GA 30214

6. **Indemnification:** The successful offeror shall defend, indemnify and save the county and all its officers, agents and employees harmless from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful offeror, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from proposal award. The successful offeror shall pay any judgment with cost which may be obtained against the county growing out of such injury or damages.
7. **References:** Offerors shall submit with proposals a list of three (3) jobs the offeror has done that are of the same or similar nature to the work described herein. For each job listed include a brief description of the work, a contact person, mailing address, valid telephone number and the date job was completed.

**Bidder's Affidavit**  
**Of Compliance with the Georgia Security and Immigration Compliance Act**

By executing this affidavit, the undersigned bidder verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is bidding to contract with Fayette County has registered with, and is authorized to use, the federal work authorization verification program [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

The undersigned bidder agrees that it is using, and will continue to use, the federal work authorization program throughout the contract period.

The undersigned bidder further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this proposed contract with Fayette County, bidder will secure from such contractor(s) similar verification of compliance with O.C.G.A. 13-10-91. Bidder further agrees to maintain records of such compliance and provide a copy of each such verification to Fayette County at the time he subcontractor(s) is retained to perform such service.

\_\_\_\_\_  
E-Verify or other User Identification Number

\_\_\_\_\_  
BY: Authorized Officer or Agent  
(Bidder's Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Authorized Officer or Agent of Bidder

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

Notary Public  
My Commission Expires:

\_\_\_\_\_

## SPORTS LIGHTING

### INTRODUCTION

Kiwanis Park is 40 acres in size and is located to the south of the City of Fayetteville on Redwine Road. The park provides eleven (11) baseball fields and is primarily used for that sport. In addition to these fields there are also four (4) tennis courts, an outdoor basketball court, a tot lot, walking trails and picnic areas. The park also contains two (2) indoor facilities which are used for classes and other organized programs.

McCurry Park is a 130 acre park and is located to the east of the City of Fayetteville on McDonough Road. The park consist of twelve (12) soccer fields, seven (7) softball fields, two (2) football fields, a practice field, a multipurpose field, four (4 ) playgrounds, walking trails, track disc golf course, and picnic area

### STATEMENT OF NEED

Both Kiwanis Park and McCurry Parks have sport lighting installed on their courts and fields. The lights at Kiwanis Park baseball field #11 were installed 20+ years ago. The lights at McCurry Softball Field #6 and #7, Football Field #3 and Soccer Fields #1 and #4 were also installed 20+ years ago. All of these lights with the exception of the soccer field are currently on wooden poles and the lighting system must be controlled manually. Light level measurements do not currently meet foot candle standards. Due to safety concerns regarding wooden poles and low light levels, a new lighting system is being sought for these particular fields.

### STATEMENT OF WORK

Fayette County Board of Commissioners is seeking Proposals to install new field lights at the following location:

Kiwanis Park Baseball Field #11 at 936 Redwine Road in Fayetteville, Georgia  
McCurry Park Softball Field #6 at 150 McDonough Road in Fayetteville, Georgia  
McCurry Park Softball Field #7 at 150 McDonough Road in Fayetteville, Georgia  
McCurry Park Football Field #3 at 150 McDonough Road in Fayetteville, Georgia  
McCurry Park Soccer Field #1 at 150 McDonough Road in Fayetteville, Georgia  
McCurry Park Soccer Field #4 at 150 McDonough Road in Fayetteville, Georgia

The target date for completion is February 1, 2013.

Interested parties are asked to submit a proposal for the design and installation of a field lighting system at Kiwanis Park Baseball Field #11, McCurry Park Softball Field #6 and Field #7, McCurry Park Football Field #3 and McCurry Park Soccer Field #1 and Field #4. The successful contractor shall be responsible for assessing the needs of each of the fields, its participants, and neighbors. Services shall be provided with the highest standards of professionalism, skill, workmanship and applicable trade practices and shall conform to all applicable codes and regulations.

### SUMMARY

- Work covered by this section of the specifications shall conform to the contract documents as well as state and local codes.

- The purpose of these specifications is to define the performance and design standards for Kiwanis and McCurry Parks. The successful manufacturer/contractor shall supply lighting equipment to meet or exceed the standards set forth by the criteria set forth in these specifications, Little League Baseball, the Amateur Softball Association and the Georgia High School Association.
- The sports lighting will be for the following fields:
  1. Kiwanis Park Baseball Field #11
  2. McCurry Park Softball Field #6 and Field #7
  3. McCurry Park Football Field #3
  4. McCurry Park Soccer Field #1 and Field #4
- The primary goals of this sports lighting project are:
  1. Life Cycle Cost: In order to reduce the operating budget, the preferred lighting system shall be energy efficient and cost effective to operate. All maintenance cost shall be eliminated and the field(s) shall be proactively monitored to detect fixture outages over a 25 year life cycle. To allow for optimized use of labor resources and avoid unneeded operation of the facility, The County requests a remote on/off control system for the lighting system.
  2. Environmental Light Control: One of the goals of this project, is to not negatively impact the community, players or spectators with excessive spill light or glare.
  3. Guaranteed Constant Light Levels: Selection of appropriate light levels impact the safety of the players and the enjoyment of spectators. Therefore the lighting system shall be designed such that the constant light levels are guaranteed for a period of 25 years.

## **SCOPE**

- All lighting fixtures, conduit, wiring, wooden poles and concrete bases taken down at Kiwanis Baseball, McCurry Softball, McCurry Football, and McCurry Soccer Fields are to be removed from site and disposed of by the successful contractor. Light pole and fixtures on Kiwanis Field #11 in outfield with net attached shall remain. Light fixtures, conduit and wiring on outfield pole on Kiwanis Field #11 shall all be removed from site and disposed of by the successful contractor. Light pole and fixtures on Soccer fields with adjacent field lights attached shall remain. Any light poles taken down at McCurry Soccer fields shall be moved to a designated spot in the park by the County.
- The successful contractor shall provide and install equipment necessary to provide a complete operational sports lighting facility that is energy efficient and cost effective to operate, does not negatively impact the community with excessive spill light or glare and provides for constant or maintained light levels. Items to be provided and installed by the successful contractor include, but shall not be strictly limited to the following:
  1. Sports lighting poles, fixtures, associated wiring and foundations.
  2. Electrical wire in conduit shall be THHN or THWN.
  3. Electrical conduit shall be Schedule 40 PVC
  4. New 277/480V, 3 Phase, 4W electrical distribution panel board.
  5. All labor and materials necessary to install NEW contactors and controls.
  6. All NEW wiring to each pole location.
  7. All labor and materials necessary for the demolition and removal of the existing lighting system on each field.
  8. All labor and materials necessary for the installation of the new poles and foundations.
  9. All labor and materials necessary to assemble new poles.
  10. All labor and materials necessary to aim poles/lighting.
  11. All labor and materials necessary to install lamps and reflectors on pole top assembly.



## **LIGHTING PERFORMANCE**

- Lighting shall comply with all standards set forth by Little League Baseball, the Amateur Softball Association and the Georgia High School Association unless contradictory to the standards set forth in proposal.
- Lamps shall be 1500 watt, metal halide and shall meet ANSI designation M48PC-1500 BU and be Philips MH1500BU, MH1500MZ or an approved equal.
- Due to the nature of high output lamps experiencing excessive lumen depreciation and undesirable color shift over its usable life, lamps with a published lumen output of more than 155,000 lumens will not be permissible.
- Manufacturers shall supply computer generated point-by-point light scan documents based on a maximum of 155,000 lumens for all fields.
- A tilt factor of 1.0 shall not be acceptable for any type of lamp unless the lamp has been rated by the manufacturer in its intended operating position. However, the lumen output listed above shall remain the maximum allowable value used for lighting calculations.
- Light Loss Factors - The specified light levels shall be derived by applying Light Loss Factors to the Initial and Maintained lighting designs per the current edition of the IESNA RP-6-01 Lighting Handbook Reference and Application.
- Light Level Requirements: Manufacturer/Contractor shall provide computer models guaranteeing constant light levels on the field over 25 years. Playing surfaces shall be lit to an average constant light level and uniformity as specified in the chart below. If a constant light level cannot be provided, a maximum Recoverable Light Loss Factor of .69 shall be applied to the initial light level design to achieve the following maintained light levels. Lighting calculations shall be developed and field measurements taken on the grid spacing with the minimum number of grid points specified below. Measured average illumination level shall be +/- 10% of predicted mean in accordance with IESNA RP-6-01 and measured at the first 100 hours of operation. A constant light system shall use automatic power adjustments to achieve a lumen maintenance control strategy as described in the IESNA Lighting Handbook.

Area of Lighting	Average Maintained Light Levels	Maximum to Minimum Uniformity Ratio	Grid Points	Grid Spacing
Kiwanis Park Field #11 Infield	50 footcandles	2.0:1.0	25	20'x20'
Kiwanis Park Field #11 Outfield	30 footcandles	2.5:1.0	8	20'x20'
McCurry Park Softball Field #6 Infield	50 footcandles	2.0:1.0	25	20'x20'
McCurry Park Softball Field #6 Outfield	30 footcandles	2.5:1.0	160	20'x20'
McCurry Park Softball Field #7 Infield	50 footcandles	2.0:1.0	25	20'x20'
McCurry Park Softball Field #7 Outfield	30 footcandles	2.5:1.0	160	20'x20'
McCurry Park Football Field #3	30 footcandles	2.5:1.0	144	30'x30'
McCurry Park Soccer Field #1	30 footcandles	2.5:1.0	40	30'x30'
McCurry Park Soccer Field #4	30 footcandles	2.5:1.0	77	30'x30'

- Glare Control - The installed lighting system must provide good light control in order to be environmentally responsible, provide good playability, and ensure the facility is aesthetically pleasing to the community.

Fixtures must have an external visor to reduce glare as well as spill light. Horizontal optic fixtures are not allowed. High output lamps (over 155,000 lumens) are not allowed.

- Photometric reports from an independent or certified testing laboratory must be provided to demonstrate the capability of achieving the specified performance. Reports shall be certified by a qualified independent testing laboratory with a minimum of five years' experience or by a manufacturer's laboratory with a current accreditation under the National Voluntary Laboratory Accreditation Program

for Energy Efficient Lighting Products. ITL reports will remain confidential and be returned to the manufacturer after the bid is awarded.

- The luminaries shall be installed to operate, such that the luminous intensity from any individual fixture does not exceed 12,000 candelas at an angle of 85 degrees above nadir. This candela limit shall not consider the fixture's tilt factor. The manufacturer/contractor shall be responsible to prove conformance to specified lighting criteria, through submittal of complete Photometric Reports from an independent testing laboratory, for each sports lighting fixture type offered.
- Spill Light Control: Average horizontal foot candles at a distance of 150 feet from the perimeter of the field shall not exceed 0.20. Foot candle readings shall be taken at 30' intervals along the specified line. Measured average illumination level shall allow a 10% variance of predicted mean in accordance with IESNA RP-6-01 and be measured at the first 100 hours of operation.
- Mounting heights will vary per manufacturer in order to comply with specifications. The manufacturer/contractor shall submit mounting heights for each pole.
- Each item listed below shall be provided in the form of clear and concise statements and/or plans and drawings which can be easily read and clearly interpreted. Each item shall also be clearly numbered to correspond with the following list. All items shall be assembled in the order indicated and secured or bound in a neat and orderly fashion for easy use and reference.
  1. Computer generated scans showing the initial and maintained light levels, based on the criteria of these specifications.
  2. Full photometric reports for each NEMA type fixture used in design. Iso-candela curves will not be accepted.
  3. Aiming diagram or report, showing vertical aiming angles of each fixture, for field layout.
  4. Generic pole drawing detail including foundation detail and electrical transition.
  5. Lighting fixture cut-sheet depicting remote ballast and spill and glare control.
- Due to glare control concerns, a minimum mounting height shall be used to ensure sufficient vertical aiming angles which reduce glare and help ensure the illumination on the playing field is balanced, providing adequate modeling of the ball for optimal playability. Due to the type and level of play expected on the field mounting heights shall be a minimum height as shown below :

Area of Lighting	Pole ID's	Minimum Mounting Height
Kiwanis Park Field #11 Infield	Field #11A1, #11A2	60'
Kiwanis Park Field #11 Outfield	N/A	N/A
McCurry Park Softball Field #6 Infield	Field #6A1, #6A2	60'
McCurry Park Softball Field #6 Outfield	Field #6B1, #6B2, #6C1, #6C2	60'
McCurry Park Softball Field #7 Infield	Field #7A1, #7A2	60'
McCurry Park Softball Field #7 Outfield	Field #7B1, #7B2, #7C1, #7C2	60'
McCurry Park Football Field #3	Field #3F1, #3F2, #3F3, #3F4, #3F5, #3F6, #3F7, #3F8	70'
McCurry Park Soccer Field #1	Field #1F1, #1F2, #1F3, #1F4	60'
McCurry Park Soccer Field #4	Field #4F1, #4F2, #4F3, #4F4	70'

- The manufacturer's fixture shall not exceed the candlepower at the specified degrees above the center of the beam in the vertical plane as specified in the following table. For comparison purposed the same NEMA classification will be evaluated; this NEMA classification may or may not be used.

FIELD	NEMA Classification of Vertical Beam	Candela	Degrees Above the Center of the Beam in the Vertical Plane
Kiwanis Park Field #11	4	10,000	15 degrees
McCurry Park Softball Field #6	4	34,000	15 degrees
McCurry Park Softball Field #7	4	34,000	15 degrees
McCurry Park Football Field #3	4	10,000	15 degrees
McCurry Park Soccer Field #1	4	10,000	15 degrees
McCurry Park Soccer Field #4	4	10,000	15 egrees

\*For playability reasons softball fields shall utilize a semi-shielded visor versus a fully shielded visor.

If a manufacturer's photometric report indicates that they cannot meet the criteria, they may increase mounting heights (see below) to maintain the same impact for playability, spectator comfort and impact on the adjoining properties.

This mounting height increase will be calculated by referencing the fixture photometric report and determining the angle above vertical that the fixture achieves a candela reading less than or equal to the above specified candela. Pole heights will be increased in the following increments to achieve a candela reading as specified:



Field	Adjusted Pole Heights
Kiwanis Park Field #11	3.07 ft/degree (73' minimum mounting height)
McCurry Park Softball Field #6	3.56 ft/degree (86' minimum mounting height)
McCurry Park Softball Field #7	3.56 ft/degree (86' minimum mounting height)
McCurry Park Football Field #3	3.24 ft/degree (84' minimum mounting height)
McCurry Park Soccer Field #1	3.24 ft/degree (84' minimum mounting height)
McCurry Park Soccer Field #4	3.24 ft/degree (84' minimum mounting height)

\*Calculations above assume the specified candela is achieved at 19.5 degrees above the center of the beam in the vertical plane.

- To avoid uncontrolled glare and spill light and to improve field playability, lighting fixtures that require the lamp to be mounted horizontally (exposing the side of the arc tube to the front face of the fixture) will not be allowed.

## **STRUCTURAL PERFORMANCE – GALVANIZED STEEL POLES OR CONCRETE POLES**

### **GALVANIZED STEEL POLES:**

- General Conditions: The lighting structure system shall consist of a galvanized steel pole and galvanized steel cross arm assembly, wire harness, and electrical component enclosure. The pole shall be supported by a pre-stressed concrete base section embedded in concrete backfill or concrete foundation; or supported by an anchor bolt and base plate assembly with a concrete foundation.
- The pole shaft shall be high strength, low alloy, tapered tubular steel that is equal to current ASTM-A595 standards, and along with all the steel components of the pole, shall be hot-dipped galvanized to current ASTM A-123 standards. All exposed hardware and fasteners shall be stainless steel of at least 18-8 grade, passivity and polymer coated to prevent possible galvanic corrosion to adjoining metals. All exposed aluminum shall be powder coated with high performance polyester. All exterior reflective inserts shall be anodized, coated with a clear, high gloss, durable fluorocarbon, and protected from direct environmental exposure to prevent reflective degradation or corrosion. All wiring shall be enclosed within the cross arms, pole, or electrical components enclosure.
- The lighting system shall be designed such that the pole and other support structures, brackets, arms, bases, anchorages and foundations will withstand winds of 90 mph based upon the current Edition of the International Building Code, Exposure Type C standards utilizing the 50 year mean recurrent Isotach wind map data and an importance factor of 1.0. Luminaries, visor and cross arm shall withstand 150 MPH winds and maintain luminaries aiming alignment.
- The stress analysis and safety factor of the poles shall conform to AASHTO Standard Specifications for Structural Supports for Highway Signs, Luminaries and Traffic Signals 5<sup>th</sup> edition.
- Poles will be installed no closer than 6' off the fence, around spectator seating and warm up areas. The pole design and installation criteria shall be submitted to Fayette County by the successful contractor prior to installation and shall be sealed by a registered Professional Engineer in the State of Georgia.

- Foundation designs shall be based on soil parameters. Signed and Sealed Foundation Drawings must be specific to this project and be **submitted once proposal has been awarded**. The foundation drawings must list the moment, shear (horizontal) force, and axial (vertical) force at ground level for each pole.
- Foundations of poles shall be constructed of not less than 9500 PSI pre-stressed centrifugally spun concrete, such that the steel reinforcement within the concrete shall be protected from slippage and exposure from oxidation through voids in the concrete or exposure of the steel through porous concrete material.
- Alternate Concrete Foundation: The foundation may be concrete anchor bolt type. All concrete foundations should be designed to keep the steel pole and any exposed steel portion of the foundation a minimum of 18" above grade level.
- In order to provide maximum guarantee against shifting, foundations of poles shall be back filled with concrete. **Gravel back-fill (or crusher run) will not be accepted.**
- To alleviate concerns of corrosion at or near grade level and to curtail the need for corrosion inspections and maintenance in the same area, **direct buried steel poles will not be permissible.**

#### CONCRETE POLES:

- Concrete poles as manufactured by Newmark, in Claxton, Georgia **or equivalent pole** by another manufacturer will be acceptable.
- The structural design of the poles shall be demonstrated to be based on the commercial standard for pole stress allowances.
- The lighting system shall be designed such that the pole and the foundation will withstand winds of 90 mph based upon the current Edition of the International Building Code, Exposure Type C standards utilizing the 50 year mean recurrent Isotach wind map data and an importance factor of 1.0. Luminaries, visor and cross arm shall withstand 150 MPH winds and maintain luminaries aiming alignment.
- The stress analysis and safety factor of the poles shall conform to AASHTO Standard Specifications for Structural Supports for Highway Signs, Luminaries and Traffic Signals 2009.
- The pole design shall be of sufficient strength to support the effective projected area (EPA) of the pole and all of the attached devices including, as applicable, light fixtures, cross arms, mounting brackets, ballast boxes, and any other devices which are to be attached to the pole.
- In order to provide maximum guarantee against shifting, foundations of poles shall be back filled with concrete. **Gravel back-fill (or crusher run) will not be accepted.**
- Steel components of the pole shall be hot dip galvanized to meet current ASTM A-123 standards or stainless steel. All exposed hardware and fasteners shall be stainless steel of at least 18-8 grade, passivity and polymer coated to prevent possible galvanic corrosion to adjoining metals. All exposed aluminum shall be powder coated with high performance polyester. All exterior reflective inserts shall be anodized, coated with a clear, high gloss, durable fluorocarbon, and protected from direct environmental exposure to prevent reflective degradation or corrosion. All wiring shall be enclosed within the cross arms, pole, or electrical components enclosure.

- Poles will be installed no closer than 6' off the fence, around spectator seating and warm up areas. The pole design and installation criteria shall be submitted to Fayette County by the successful contractor prior to installation and shall be sealed by a registered Professional Engineer in the State of Georgia
- Foundation designs shall be based on soil parameters. Signed and Sealed Foundation Drawings shall be specific to this project and be **submitted once bid has been awarded**. The foundation drawings shall list the moment, shear (horizontal) force, and axial (vertical) force at ground level for each pole.

#### **REMOTE BALLAST ELECTRICAL PERFORMANCE**

- To allow convenient access to major electrical components and to remove excess weight from the cross arms, the electrical component enclosure (ECE), shall house the ballasts, capacitors, fuses for each luminaries and lock out/tag out disconnect switch or thermal magnetic breaker for each pole structure. The ECE shall be located on the pole approximately 10 feet above grade and should be lockable.
- Electrical component enclosures shall be hot-dipped galvanized to ASTM A-123 standards, stainless steel or heavy gauge aluminum. Due to corrosion concerns with exposed steel, painted steel enclosures or steel enclosures galvanized prior to fabrication will not be accepted.
- To protect from deterioration from exposure to the elements, all wiring shall be enclosed inside the structural components or totally within rigid or flexible conduit.
- A spiral wound wire harness with plug-in connectors on both ends shall be supplied to provide electrical connection between the electrical enclosure at the bottom of the pole and the fixtures at the top of the pole. The wire harness shall be Mylar wrapped and encased in an abrasion resistant sleeve. The harness shall be supported at the top of the pole by a wire mesh strain relief grip that is mechanically attached to the pole by an enclosed snap hook. If the pole is 80' or taller, another wire mesh grip shall be attached in the same manner approximately half way down the pole.
- All wire harness conductors shall be color coded and labeled for ease of identification. Conductors shall be sequenced, consistent with the pattern for the wiring connection identifier provided by the manufacturer. In addition, all conductors and plug-ins shall be factory tested for resistance under load, continuity, schematic sequence, and insulation integrity.
- Controls and Monitoring Cabinet to provide on-off control and monitoring of the lighting system shall be constructed of NEMA Type 4 aluminum. Communication method shall be provided by manufacturer/contractor.
- Remote Monitoring System: System shall monitor lighting performance and notify manufacturer/contractor if individual luminary's outage is detected so that appropriate maintenance can be scheduled. The manufacturer/contractor shall notify Fayette County of outages within 24 hours, or the next business day. The controller shall determine switch position (manual or auto) and contactor status (open or closed).
- Remote Lighting Control System: System shall include lighting contactors. System shall allow Fayette County and users with a security code to schedule on/off system operation via computer or telephone and up to ten years in advance. Fayette County shall be able to assign various security levels to schedulers by function and/or fields. This function shall allow a range of privileges such as full scheduling capabilities to only having permission to turn lights on by telephone. The successful manufacturer/contractor shall provide and maintain a two-way communication link. The system should have trained staff available 24/7

to provide scheduling support and assist with reporting needs. A separate lighting contactor cabinet and control and monitoring system shall be provided for each electrical service.

- On site equipment shall include manual off-on-auto switches to allow for maintenance and shall accept and store schedules. The controller shall accept and store schedules, be protected against power outages/memory loss and shall reboot once power is regained and execute any commands that would have occurred during outage.
- The successful manufacturer/contractor shall provide a computer based database of actual field usage and provide reports by facility and user group.
- The manufacturer/contractor shall submit a 25-year life cycle cost calculations for each field (# of fixtures x .07 kWh rate x 350 annual hours x 25 years). Calculations shall include such things as energy consumption cost, cost for re-lamping and maintenance, and cost to re-lamp all luminaries. Equipment price and total life cycle cost shall be entered separately on pricing sheet.
- The designer shall verify that voltage drop to any structure does not exceed 3% of normal voltage.
- All lighting equipment shall be UL listed as individual components.
- All poles, fixtures and distribution panels shall be grounded according to National Electrical Code Recommendations.
- All structures shall be equipped with lightning protection meeting standards established by NFPA 780. Each structure shall have a ground rod of not less than 5/8" in diameter and not less than 10' in length. An 8' ground rod is permissible, provided that the ground rod extends vertically into the ground a minimum of 10'. The ground rods shall be connected to the structure by a copper main down conductor with a minimum size of #2 for poles with less than 75' mounting height and 2/0 for poles with more than 75' mounting height.
- The lighting circuits shall be designed to provide within +/- 3% of the nominal voltage to the line side of the disconnect switch or breaker in the remote electrical enclosure.
- Each pole shall have an individual circuit run to it from the main service entrance panel. Common poles shall have individual circuits to each group of lights designated to different playing areas.
- All system components shall be UL Listed for appropriate application.

### **ELECTRICAL DESIGN**

- All electrical work shall conform to the current edition of the National Electric Code.
- Equipment and material furnished under this section shall be new, unused, and shall be manufactured to the following standards:
  - I.E.E.E. – Institute of Electrical & Electronic Engineers
  - A.N.S.I. – American National Standards Institute
  - U.L. – Underwriters Laboratories, Inc.
  - I.C.E.A. – Insulated Conductor Engineers Association
- The electrical service shall be rated at least 12% of calculated KA load. Panel boards shall be rated for service entrance, NEMA 3R and each shall include a main breaker. All branch breakers shall be bolt types.



- Electrical service shall include heavy-duty lighting contactors, switches and timers.
- The successful contractor will coordinate remote on/off switch location with the County. The successful contractor shall provide written specs on remote on/off control switches and timers to be installed.
- The pole and the luminaries shall be designed, such that all wiring remains underground before entering the base of the pole and that no wiring shall be exposed to sun or weather as it transitions through the pole and to the ballast and on to each lamp.
- Each pole location shall have a dedicated circuit and contactor.
- No trench line or branch circuit shall cross the playing area. Branch circuits shall be buried **in conduit** with all copper wires at depths provided by NEC or by local code. Acceptable copper wire is THHN or THWN.
- No bend of any conductor shall form an included angle of less than 90 degrees nor shall it have a radius bend of less than 8".
- All electrical equipment (panels, breakers, contactors, enclosures, conduit, wiring, fittings, etc...) **shall be new**. Do not use any existing wiring.
- All conduits above grade shall be rigid galvanized steel. Underground conduits shall be schedule 40 PVC. When an underground conduit is stuffed up, provide PVC to steel adaptor. The exposed extensions of the conduit shall be rigid galvanized steel. Electrical metallic tubing shall not be used at any location. Conduits shall be U.L. listed.
- Electrical switch gear shall be housed on a frame constructed from 3" galvanized angle iron with hardware that is either stainless steel or hot dipped galvanized.
- The electrical contractor shall coordinate the transformer and switch gear locations with the local Power Company and the County before any equipment is installed.
- The contractor shall obtain and pay for all permits and inspections required by the building and safety code and ordinances and the rules and regulations of any legal body having jurisdiction.

### **WARRANTY AND ACCOUNTABILITY**

- Safety: A UL listing for all electrical components from its connection to the feeder conductors, to its completion at the lamp socket including all connections. This listing shall be based upon UL testing and evaluation of the compatibility of the enclosures and the components for use in combination in this application in addition to the individual components being UL Listed or recognized.
- Sports Lighting Structure shall meet National Electrical Code.
- Performance Warranty: Manufacturer/Contractor shall guarantee in writing that all light performance criteria shall conform to the submitted photometric data as required by these specifications. Any field deviation corrections shall be the responsibility of the successful contractor including additional field aiming costs, installation of additional luminaries, and/or other corrective measures.

- The manufacturer's warranty, maintenance and monitoring program shall be provided with your proposal. The warranty shall include guaranteed light levels, system energy consumption, spill light control and structural integrity. The warranty shall also include all preventative and spot maintenance, including parts and labor for 25 years from the date the system is powered up and turned over to Fayette County. Individual lamp outages shall be repaired when the usage of any field is materially impacted. Manufacturer/Contractor shall provide group lamp replacement warranty information with your proposal. Manufacturer/Contractor shall provide lighting performance monitoring warranty information with your proposal.
- Inspection and verification: The successful contractors will grid the field in accordance with the project approved computer model submittals. A Fayette County representative will be in attendance when the contractor field measures and documents the on-field illumination levels and calibrate uniformity ratios in accordance with this specification. Off-site spill and glare light levels will be measured in accordance with the manufacturer's approved extended computer models submittals. All light level measurements shall meet the approved initial light level computer model submittals. If in the opinion of Fayette County the actual performance levels including foot-candles, uniformity ratios and maximum kilowatt consumptions are not in conformance with the requirements of the performance specifications and submitted information, the successful contractor shall be liable to any or all of the following:
  1. The successful contractor shall at his expense provide and install any necessary additional fixtures to meet the minimum lighting standards. The successful contractor shall also either replace the existing poles to meet any new wind load (EPA) requirements caused by the additional light fixtures being installed or verify by certification by a licensed structural engineer that the existing poles will withstand the additional wind load.
  2. The successful contractor shall minimize Fayette County's additional long term fixture maintenance and energy consumption costs created by the additional fixtures by reimbursing Fayette County an agreed upon amount for each additional fixture required.
  3. The successful contractor shall remove the entire unacceptable lighting system and install a new lighting system to meet the specifications.
- All testing will be done with the entire facility illuminated. The lighting sensing surface of the light meter is to be held 36 inches above the playing surface with the sensing surface horizontal to the ground so that it detects light coming downward to the sensing surface from all directions around the ball field.
- **A Fayette County representative shall be present during testing.**
- The light meter utilized for the verification of the lighting performance shall be provided by the Fayette County representative and/or the lighting manufacturer. The meter used for verification shall be of high accuracy and certified within the previous 12 months. Acceptable light meters are those manufactured by Cooke, Gossen and Minolta or approved equal.
- For final approval of the project, the successful contractor shall provide a final report from the test results that shall provide the following items:
  - (1) Identification of numbers and location of the test stations that shall agree with the description provided in specifications.
  - (2) Actual horizontal foot-candle readings taken at each test station.
  - (3) Actual maximum foot-candle readings taken at each spill/glare test station.
  - (4) Number of hours of operation and number of system starts.
- Final testing shall be done in the first 100 hours of operation. Although there may be differences from expected results to actual results on the field, there will not be an allowance of +/- 10% of predicted mean in accordance with IESNA RP-6-01. Actual field reading must meet or exceed the initial values given in the specification.

- Testing shall also be done a maximum of every 5 years after installation or at the request of the Parks and Recreation Director to verify constant light levels are being maintained.

## **SUBMITTAL REQUIREMENTS**

- Computer generated scans showing the initial and maintained light levels.
- Full photometric reports for each NEMA type fixture used in design. Iso-candela curves will not be accepted.
- Light level, uniformity, and fixture alignment guarantee from manufacturer, including the manufacturer's remedy to deficiencies. Guarantees provided by a manufacturer's representative will not be accepted in lieu of the manufacturer's guarantee.
- Written remote ballast and spill and glare control from the manufacturer for the lighting system.
- Aiming diagram or report showing vertical aiming angles of each fixture for the field layout.
- Written specifications on remote control switches and timers to be installed.
- Drawings that indicate dimensioned pole locations, pole mounting heights, and the number of luminaries per pole.
- Generic pole detail drawing detail including foundation detail and electrical transition.
- A certified engineer, independent of manufacturer, shall verify and stamp wind load test of luminaries' assembly to meet or exceed structural strength. Please note, EPA test does not constitute misalignment verification.
- Written warranty from the manufacturer covering entire structure. **Warranty will be one of the factors in the award of the proposal.**
- Written warranty from contractor for contractor's work.
- Written maintenance and monitoring program covering the entire structure. **Maintenance and monitoring program will be one of the factors in the award of the proposal.**
- Written energy consumption from the manufacturer for the lighting system. **Energy Consumption will be one of the factors in the award of the proposal.**
- Written 25-Year Life Cycle Cost from the manufacturer for the lighting system. Calculations shall be equal to # of fixtures x .07 kWh rate x 350 annual hours x 25 years. Calculations should include such things as energy consumption cost, cost for re-lamping and maintenance, and cost to re-lamp all luminaries. Equipment price and total life cycle cost shall be entered separately on bid form. **Life Cycle Cost will be one of the factors in the award of the proposal.**
- Written remote on/off control operation information for the lighting system. **Remote Lighting Control System will be one of the factors in the award of the proposal.**
- Provide a list of references of projects that your company has done that is of the same or similar nature to the work described. References shall include at least two references within the State of Georgia that have been completed with the last year as well as two references within the State of Georgia that have been completed more than 5 years ago. For each job listed include a brief description of the work performed, a contact person, mailing address, phone number and the date the job was completed. **Company experience/references will be one of the factors in the award of the proposal.**
- The pole supplier shall provide sufficient data and calculations to show that the specified criteria will be met. The complete design of the pole and recommended foundation **shall be submitted once proposal**

**has been awarded** and must be sealed by a Structural Engineer, registered in the state of Georgia, independent of the pole manufacturer.

- The successful contractor shall submit a copy of shop drawings for circuit breakers, lighting power panel, lighting control panel, surge suppressor and conduit and cables **once the proposal has been awarded**. Fabrication shall commence only after approval of the shop drawings.
- **Upon completion of the project**, the successful contractor will submit a drawing indicating where all underground lines are buried and how deep.
- **Upon completion of the project**, the successful contractor shall provide a final report from the test results that shall provide the following items:
  - Identification of numbers and location of the test stations that shall agree with the description provided in specs.
  - Actual horizontal foot-candle readings taken at each test station.
  - Actual maximum foot-candle readings taken at each spill/glare test station.
  - Number of hours of operation and number of system starts.

### **GENERAL INFORMATION**

- All interested parties are urged to visit the site to familiarize themselves with site conditions. If a proposal is submitted it is understood that the contractor is acknowledging his acceptance of all site conditions.
- Electrical service to the courts/fields will be 277/480V, 3 Phase transformers. New transformers will have to be set for Kiwanis Field #11 and McCurry Football Field #3. If old transformers power adjacent fields or buildings, it should remain.
- The target work dates will be December 3, 2012 to February 1, 2013. Fayette County will hold firm to the completion date established. If the successful contractor can not meet the completion date, the County shall at its sole discretion withhold from final payment an amount not to exceed 0.15% of total proposed price per day. If the successful contractor can not meet the completion date for reason beyond their control (WEATHER), the successful contractor may request in writing an extension for the completion of the project. Decision by Fayette County shall be final.
- The successful contractor shall provide a completion bond equal to the proposed amount.
- If the primary contractor desires to hire a subcontractor for any part of the job, each subcontractor shall provide certificates of insurance to the primary contractor and copies to Fayette County Purchasing Department.
- All existing poles should be cut 10" below surface. All lighting fixtures, conduit, wiring, poles and concrete bases taken down at Kiwanis Baseball, McCurry Softball, McCurry Football, and McCurry Soccer Fields are to be removed from site and disposed of by the successful contractor after completion. Light pole and fixtures on Kiwanis Field #11 in outfield with net attached shall remain. Light fixtures, conduit and wiring on outfield pole on Kiwanis Field #11 shall all be removed from site and disposed of by the successful contractor after completion. Concrete bases on Soccer field fields should be removed from site and disposed of by the successful contractor after completion. Light pole and fixtures on Soccer fields with adjacent field lights attached shall remain. Old soccer light poles should be moved to a designated spot in the park by the County.
- All existing underground wire to remain underground.



- The successful contractor shall repair all damage to walking trails, landscaping, fields, irrigation, scoreboard wires, phone lines, power lines or any park features during the installation process. All existing asphalt torn up by the successful contractor should be repaired with asphalt or concrete. All cuts should be direct and smooth cuts. All grass disturbed areas on the outside of the playing field should be smoothed to existing ground surface and must be seeded with Winter Blend and then straw placed over seed. Seed and straw must meet county requirements. Inside playing field should be smoothed to existing ground surface and installed with Tiftway 419 Sod.
- The successful contractor shall coordinate exact location with Fayette County prior to installation however all panel boards shall be located beside/adjacent to the transformers for each field.
- The successful contractor shall coordinate the location of remote control lighting switches with Fayette County prior to installation.
- The successful contractor shall be responsible for keeping job site clean and orderly. All excess material shall be removed from site and disposed of by the successful contractor after completion. Barricades shall be used in an effort to keep the general public from entering the work area.
- The successful contractor will locate all utilities.
- The successful contractor shall obtain all necessary permits to perform the work and arrange for inspection by authorities having jurisdiction. The successful contractor shall pay all necessary fees.
- The successful contractor shall submit a drawing indicating where all underground lines are buried and how deep.
- The successful contractor shall coordinate all work with county before any installation begins.
- Work shall be coordinated with and inspected by Fayette County. Each stage of the installation process should be inspected by Fayette County prior to proceeding to the next stage of installation. The successful contractor shall provide a list of the various installation stages to Fayette County prior to any installation.
- Fayette County will make a one time payment to the successful contractor for materials for the work listed herein that are delivered to the Fayette County job site. Final payment will be rendered after all work is completed and all materials are removed from site to the satisfaction of Fayette County including clean up.
- It shall be the responsibility of each manufacturer/contractor to measure fields to confirm actual sizes. All designs submitted must include pole coordinates.
- There will be no security lights or speakers mounted to the poles.

## **SELECTION CRITERIA**

Selection of the desired proposal will be based on:

1. The proposed product (e.g. type of luminaries, poles, foot-candles, pole configuration, etc)
2. Warranty
3. Maintenance and monitoring program
4. Energy consumption
5. Life cycle cost
6. Remote lighting control system
7. Price, including payment terms
8. Company experience/references
9. Length of time required to complete the job(s)

## EXCEPTIONS TO SPECIFICATIONS

[illegible]

COMPANY NAME \_\_\_\_\_

## PRICING SHEET

DESCRIPTION	TOTAL PROPOSED AMOUNT
KIWANIS PARK BASEBALL FIELD #11	
MCCURRY PARK SOFTBALL FIELD #6	
MCCURRY PARK SOFTBALL FIELD #7	
MCCURRY PARK FOOTBALL FIELD #3	
MCCURRY PARK SOCCER FIELD #1	
MCCURRY PARK SOCCER FIELD #4	
STATE DISCOUNT, (IF ANY) IF AWARDED ANY TWO OR MORE FIELDS	

**TOTAL PROPOSED AMOUNT FOR ALL FIELDS:** \_\_\_\_\_

NOTE: ALL APPLICABLE CHARGES SHALL BE INCLUDED IN YOUR TOTAL PROPOSED AMOUNT; INSTALLATION, MATERIALS, EQUIPMENT, LABOR, ETC. NO ADDITIONAL CHARGES WILL BE ALLOWED TO BE ADDED AFTER THE PROPOSAL OPENING.

NOTE: Fayette County may make award by individual field, by a group of fields or to the overall lowest respondent for all fields, unless the respondent qualifies his proposal by specific limitations. Depending on the availability of funds, all fields may not be awarded.

STATE PAYMENT TERMS \_\_\_\_\_

STATE TIME NEEDED TO DELIVER POLES AFTER NOTIFICATION TO PROCEED IS

RECEIVED: \_\_\_\_\_

STATE TIME NEEDED TO COMPLETE ALL WORK AFTER NOTIFICATION TO PROCEED:  
(JOB COMPLETION TIME WILL BE A FACTOR IN THE AWARD.)

\_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

**RESPONDENTS'S QUALIFICATION SHEET – PROPOSAL #P852**

Please list three (3) references of current or very recent customers who can verify the quality of service your company provides. Projects of similar size and scope are preferred.

**REFERENCE ONE**

Government/Company Name \_\_\_\_\_

City \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Phone \_\_\_\_\_ Contract Period \_\_\_\_\_

Scope of Work \_\_\_\_\_

**REFERENCE TWO**

Government/Company Name \_\_\_\_\_

City \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Phone \_\_\_\_\_ Contract Period \_\_\_\_\_

Scope of Work \_\_\_\_\_

**REFERENCE THREE**

Government/Company Name \_\_\_\_\_

City \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Phone \_\_\_\_\_ Contract Period \_\_\_\_\_

Scope of Work \_\_\_\_\_



**INFORMATION PAGE**

Company\_\_\_\_\_

Authorized Representative\_\_\_\_\_  
(Print or Type)

Authorized Representative\_\_\_\_\_  
(Signature)

Title\_\_\_\_\_

Physical Address Of Business\_\_\_\_\_

Mailing Address(If Different)\_\_\_\_\_

Telephone Number: (       ) \_\_\_\_\_

Cellular Number: (       ) \_\_\_\_\_

Fax Number: (       ) \_\_\_\_\_

Email Address: \_\_\_\_\_

**If you do not submit a proposal, please indicate in writing your reason(s) why and return that information to the Purchasing Department. Failure to do so may cause your company's name to be removed from the bidders list, as the information is needed for our files.**